

Statewide Library Resources

November 22, 2002 through January 24, 2003

Library Development Department

LDD Goal 1: Montana public librarians and trustees have easy access to the training that they need to provide quality library services to their communities.

Attended FSCS workshop in Scottsdale, Arizona.

Conducted trustee training in Teton County.

Prepared proposal for Gates Foundation for using balance of training grant.

Promoted and coordinated College of DuPage teleconference programming in the state.

Approved continuing education programs and applications for certification as part of the Montana Certification Program.

Announced and began preparation of the 2002 Collection Management Honor Roll.

Distributed 2003 Summer Reading Program manuals to libraries for MLA.

Assisted with weeding, deleting records and shifting of MSL collection.

Consulting on:

Automation	Friends groups	Space planning
Bar codes	FTP software	Statistics
Bibliostat Connect	Funding	Tax revenues
Board issues	Gates computer updates	Telecommunications
Bookmobiles	Gates Training Grant	Training
Budget issues	ILL & reimbursement	Trustee training
CASPR circulation system	InfoTrac	UltraCard Marc
Cataloging	Interlocal agreements	Windows XP
CatExpress	Laptop lab	Young Adult Services
CatMe	LaserCat	Web-based ILL
Certification	Library construction	
City/County agreement	Library districts	
Collection management	Library laws	
Computer software & hardware	Long range planning	
Computer troubleshooting	LSTA grants	
Databases	LTAI grants	
Deselection	MLN	
Email	Montana Shared Catalog	
E-rate	OCLC	
Federation issues	Policies	
Foundations	Self checkout equipment	
	Sirsi	

Consulted with:

Anaconda	Billings	Bozeman
Belgrade	Billings West HS	Bridger
Belt	Blackfeet Community	Broadus
Big Timber	College	Cascade
	Boulder	Chester

Chinook	Havre	Salish Kootenai College
Columbia Falls	Hot Springs	Seeley Lake
Conrad	Joliet	Sidney
Cut Bank	Kalispell	Stevensville
Darby	Kalispell Regional	St. Ignatius
Deer Lodge	Medical Center	Superior
Dillon	Lewistown	Swan Lake
Drummond	Libby	Thompson Falls
Dutton	Malta	Twin Bridges
Ekalaka	Melstone School	Valier
Fairfield	Missoula	West Yellowstone
Flathead Valley	MT Dept. of	Whitehall
Community College	Transportation	Whitehall HS
Forsyth	MT Historical Society	Wibaux
Ft. Benton	MT State Prison	Winnett
Glasgow	Philipsburg	Wolf Point
Hamilton	Plains	
Hardin	Polson	
Harlem	Power Public Schools	
Harlowton	Red Lodge	

Made onsite visits to:

Belt	Cut Bank	Harlowton
Broadus	Drummond	Havre
Cascade	Dutton	Missoula
Chester	Fairfield	Shelby
Chinook	Harlem	

LDD Goal 2: To improve library services to citizens by establishing an adequate and stable taxing district.

Completed draft of handbook on forming a library district for Montana libraries.

Consulted with Lake County librarians and citizens on library district petition requirements.

LDD Goal 3: To ensure that all Montana citizens have access to quality library services.

Participated in Library Development Department planning meeting.

Prepared and submitted MSL's annual LSTA report to IMLS.

LDD Goal 4: Montana citizens will understand, value, and use the services of Montana's libraries.

Participated in Library Day Planning Committee meetings.

Presented electronic database demonstrations to Montana legislators attending MLA Library Day celebration at MSL.

LDD Goal 5: Montana citizens have easy and complete access to the information that they need at their libraries.

Conducted MLN Gateway and InfoTrac workshop at Chinook.

LDD Goal 6: Citizens and students have easy access to and use multiple electronic information resources through their libraries.

Participated in the January Networking Task Force meeting.

LDD Goal 7: Montana citizens can easily access the holdings of all Montana and OCLC libraries and online electronic resources through their libraries.

Conducted Montana Shared Catalog Reports Training in Missoula.

LDD Goal 8: Montana citizens and students will have dependable access to electronic information services at their libraries by the end of 2007.

Provided E-rate, CIPA and NCIPA consulting for Dillon, Glendive, Jordan, Miles City, Plains and Twin Bridges.

Met with representatives of VisionNet to explore the possibility of establishing a statewide telecommunications service that would improve electronic access for Montana libraries.

Opened dialog with networking vendor Useful, Inc. in attempt to resolve LAN issues for small, rural libraries.

Montana Talking Books Library

TBL Goal 1: To ensure that all eligible clients know about the availability of services from MTBL and to make enrollment and use of the service easy for users.

Tours and presentations were presented during the Legislative Event-"An Evening @ Montana Libraries".

The Coordinator of Volunteer Services chaired the committee for the Legislative Event- "An Evening @ Montana Libraries".

The MTBL Regional Librarian worked with the Director of Statewide Library Resources and the State Librarian on potential budget cuts.

TBL Goal 2: MTBL will plan and implement a smooth transition to a digital format to ensure that the potential for expanded services are available to MTBL patrons.

The Helena Recording Studio's thirteen teams began recording on analog again, in order to increase productivity of MCB book completions prior to the arrival of digital equipment. The following seven titles were completed at both studios:

"2002 version of the Montana Driver's Manual"; "MT Mainstreet, Vol. 5, A Guide to Historic Kalispell" by Kathryn L. McKay; "Visions" by Sally Garrett; "Napi Stories" by Darnell Davis Rides At The Door; "Those Blue Remembered Hills" by Richard Appling; "Symbols of Montana" by Rex C. Myer & Norma B. Ashby; "The Gift of Time" by Gerald D. Sullivan.

TBL Goal 3: Allow service to the patrons to be provided more efficiently and effectively by providing enough space for the collection.

100 older and repaired playback machines were sent to Utah's Multi-State Center to make room for new machines.

TBL Goal 4: Increase productivity and satisfaction of staff members and volunteers.

MSL Staff members made Christmas ornaments that were distributed to the 100+ volunteers as Christmas gifts.

TBL Staff made a Holiday visit to the Telephone Pioneer shop.

The "Mistake Free, Grammar & Proofreading" workshop in November 2002 was attended by staff.

Provided a response to the National Library Service consultants report.

Library Information Services Division (LISD)

LISD Goal 1: State employees have the information that they need to make good public policy recommendations and decisions.

Analyzed the 2002 MSL LISD Survey of State Employees and compared the results with the 2000 survey. The report is attached.

Provided reference services to the following state government agencies: Administration, Commerce, Corrections, Environmental Quality, Labor & Industry, Revenue, Fish Wildlife & Parks, Public Health & Human Services, Historical Society, Transportation, Natural Resources & Conservation, Office of Public Instruction, State Fund, and to both the Judicial and Legislative branches.

Completed process of withdrawing materials that are no longer appropriate to our collection and shifted remaining materials to create a more appealing and useful collection.

Notified state employees receiving the Library Update about the changes in the collection, several journal titles that have become available in full-text online, and the proposed merger of LISD with NRIS, among other library news.

Celebrated the closing of the LISD survey by hosting state employee respondents at an open house with Christmas treats and featuring the drawing of two names to win gift books.

Promoted MSL workshops on searching the Internet and online databases to state employees who indicated on the survey they were not satisfied with the results of their searching.

Revised and updated the Overview workshop to reflect changes in the online catalog and interlibrary loan systems. Presented it and other workshops on ReferenceUSA, Google, InfoTrac, State Capital Universe, and Environmental Universe. Several of the workshops were revised and expanded. The Reference USA workshop is renamed "Exploring Business Databases" for February.

Continued meeting with the joint LISD/NRIS merger-planning committee.

Participated in Library Day, hosting and providing displays and demonstrations for legislators and agency officials.

Participated as agency coordinator for the year's State Employee Charitable Giving Campaign.

LISD Goal 2: The staff of Montana libraries know about and have access to the professional literature they need. They obtain assistance from the MSL reference staff for patron questions they are unable to answer from local resources, Internet resources, and listservs.

Provided reference support to staff of the following Montana libraries:

Havre-Hill County, MSU-Eastern, Park Billings, Columbia Falls High School, Little Big Horn College, Roosevelt County, Toole County, Bitterroot Public, Bozeman Public,	Western MT College, Polson City Library, Grant-Kohrs Memorial, Columbia Falls Public, Fallon County, Flathead Valley Community College, Kalispell Regional Medical Center,	and the new E.L. Weigand Resource Library of the Holter Museum of Art in Helena.
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Offered out-of-scope but worthwhile materials on Wired-MT and distributed hundreds of materials to school and public libraries in many Montana communities, including in part: Billings, Bozeman, Deer Lodge, Dillon, Forsyth, Havre, Helena, Lewistown, Libby, Missoula, Malta, Miles City, Pablo, Sidney, Superior, Troy-Eureka, and West Glacier.

LISD Goal 3: Montana citizens have easy access to a comprehensive collection of state publications.

Moved state publications to an area affording more space, easier use, and closer proximity to staff assistance. Produced replicas of the State of Montana seal to visually identify the shelf ranges holding state documents.

Renewed contracts with 14 state publication depository libraries across Montana. Surveyed each library regarding their needs for publications from various agencies.

Contacted state agencies regarding the number of copies requested from them for this calendar year. Statistics for this year indicate the SPC is getting better compliance with the number of copies agencies send us.

Developed and administered a follow-up survey for 170 state employees who indicated on the November LISD survey that state publications are essential or very useful to their work. This second survey showed a 70 percent return rate. Its results will be analyzed and reported in April.

Continued to test and develop the GILS search engine algorithms and catalog; currently 17,152 agency web pages are indexed in the database.